

RFP DGS-2034
TELECOMMUNICATIONS CONSULTING SERVICES

SECTION IV

PROPOSED PROGRAM

- A. In addition to those requirements in Section III the following are also requirements:**

NEW CONTRACT FEATURES

1. Evergreen Feature

The term of this contract will be for seven (7) years with the State having the option to extend for two more one (1) year periods. The contract will begin February 9, 2003. It is anticipated that during the term of this contract, at periodic intervals, other firms will be allowed to submit proposals for inclusion and if successful, join the pre-qualified pool. The State alone will decide when and if the pool will be opened to allow additional firms to submit proposals for inclusion. This decision will be based upon the DGS resource availability and usage of this contract. Future bidders will be allowed to obtain a copy of the RFP over the Internet at www.td.dgs.ca.gov. Eventually, it is hoped that they will be able to respond over the Internet noting that the cost section would be left blank. A separate sealed cost section and letter of intent would be mailed independently to maintain a neutral review of qualifications prior to cost openings.

Firms competing for inclusion in the pool will be selected based on the evaluation selection criteria in Section VI. All bidders will have to demonstrate that they have the minimum qualifications to be in the pool and then will be ranked by the point scheme identified in the RFP. Contractors in the pool will be eligible to compete for future projects based upon which technical categories they are qualified in. At the end of the seven (7) year plus two one (1) year options term, the initial contractors will need to re-bid to remain in the pool. Firms that join the pool after the initial pool is created will also be required to compete on the re-bid.

2. Reference Requirements

References that were used as part of a successful State proposal will be considered (i.e. CMAS, IT or Telecom Masters). All references must be verifiable. Project references can be utilized to qualify across multiple categories. However, bidder's must identify relevance of references to each category bid. Bidder's may provide up to five (5) most current

RFP DGS-2034
TELECOMMUNICATIONS CONSULTING SERVICES

references demonstrating the qualifications in the category for which they wish to be considered.

3. Invoicing Requirements

Invoices must include period covered, tasks, resources and hours worked during the invoice period. See sample invoice in **Section III, EXHIBIT III-F**.

4. Projects Conversion Requirement

There will be agency projects in process that will span from the existing contracts through to the new contracts as a result of this RFP process. The contract conversion process will require the existing consulting firm to maintain rates under which the project was negotiated until project completion, unless the new consulting contract rates offered by the existing consulting firm for that project are lower. The contractor will have the option to offer the new lower rates. Normal annual rate escalations will apply to the original contract under which the project was negotiated. This requirement is to allow the agency consistent or lower rates through the project duration.

B. SMALL AND DISABLED VETERAN BUSINESS ENTERPRISE (DVBE) REPORTING TIMELINE REQUIREMENTS

Annually, by July 15th or the next workday thereafter, the Contractor must deliver to the State's Contract Administrator a management summary report detailing the previous fiscal years (July 1 through June 30th) consulting project activities for Small Business/DVBE participation requirements.

The management summary report should include the company name, contract project number, total contract dollar amount, total to Small Business/DVBES, Small Business/DVBE subcontractor name and nature of work.

Address to send summary reports to:

Department of General Services, Telecommunications Division
Office of Network Services, Contracts Unit
601 Sequoia Pacific Boulevard
Sacramento, CA 95814-0282